

Chattahoochee Valley Libraries Board Meeting  
Thursday, February 04, 2016  
Columbus Public Library

Minutes

MEMBERS PRESENT

Mary Bode                      Helene Watson  
Owen Ditchfield              James Dudley

MEMBERS EXCUSED

Patricia Henson  
Martha Burgamy

OTHERS ATTENDING

Alan Harkness, CVL Director  
Tracie Price, Finance Manager  
Sherry Goodrow, Administrative Assistant to the Director

Owen Ditchfield, Secretary called the meeting to order at 5:30 p.m.

MINUTES

Mr. Ditchfield asked if there were any corrections to the minutes of the October 29, 2015 meeting. Owen Ditchfield moved the minutes be approved as amended. Mary Bode seconded the motion. **The motion passed unanimously.**

PUBLIC COMMENT – No Public Comment

TREASURER'S REPORT

Tracie Price Finance Manager reviewed the Quarterly County Reports. Owen Ditchedfield asked about the County Libraries fiscal years. Mr. Harkness explained the different fiscal year scheduled the County funding agents follow.

## DIRECTOR'S REPORT

The Director's Report was distributed before the meeting. Mr. Harkness said he found out that day that he was selected to be a part of a group that is going to get strategic planning training from the group in Minnesota called Library Strategies. Their Rapid Results training will be paid for by the State. It is a great opportunity to learn from the best.

Mr. Harkness reviewed the computer usage statistics. He explained the usage of Brainfuse, which had 1000 uses for the period and talked about Unique, which had 200 uses for the period.

## UNFINISHED BUSINESS – No Unfinished Business

## NEW BUSINESS

### **Tuition Reimbursement**

Mr. Harkness explained the changes in the current and proposed policy. Mr. Harkness said he thought the policy was a little vague and there are no caps. It would allow us to pay on fees and not just the tuition. Mr. Ditchfield asked if the policy included tuition or tuition and books. Mr. Harkness said no it does not include books. What I have suggested is on the second page. Mr. Dudley asked if the proposal gets rid of the 50% cap. Mr. Harkness said no that they can keep the cap. Mr. Harkness said that once people were in the system, some were getting a disproportionate amount. We want to make sure everything is fair and that other people can participate. Mr. Harkness said that the total line for reimbursement is \$10,000 total. It is not much considering the size of our staff. We have a waiting period of about a year and have had for some time. We do not discriminate based off if you are working on undergraduate education or graduate education. Most places that do this only fund undergraduate education. I do not know if it is fair to fund 50% someone's entire undergraduate education, which is why I would like a cap. Mary Bode asked how many people are currently getting funding. Mr. Harkness said five or six. Mary Bode asked if the length of employment of one year still applies. Mr. Harkness said yes it does. Owen Ditchfield asked if there were any further questions. Mr. Ditchfield moved to pass as amended. Mary Bode motioned. Helen Watson seconded the motion. **Motion passed unanimously.**

### **Revision to CIR1**

Mr. Harkness said this has to do with circulation and getting E-cards.

Mary Bode asked how often the libraries in the system get out of town customers. Mr. Harkness said that there is no numbers for that but we do have outside of the system card holders who pay \$35 a year for use of a library card and resources. Mostly Southern Harris county and Phoenix City. The \$35 dollars equals about the same as a resident pay with property taxes. Mr. Ditchfield asked why the e-card policy says it is not for using a library computer. Mr. Harkness said that the e-card was for online access of materials. You can get a guest pass to use a computer for free.

Owen Ditchfield moved to pass as amended. James Dudley motioned. Mary Bode seconded the motion.

CHAIR'S REPORT – No Report

COUNTY LIBRARY BOARDS - No Report

The meeting adjourned at 6:10 p.m.

The next meeting Date – Thursday, April 21, 2016 – Board will try to meet in Richland at Parks Memorial Library.